

**MEMO FOR MONUMENTS**  
**Mount Calvary Catholic Cemetery Properties**  
**Bryan and Smetana Community, Texas**  
*Last Revision April 2018*

*Catholic cemeteries are considered sacred places which are given special blessings to set them apart and to highlight their sacred character. The Mount Calvary Catholic Cemetery Board is dedicated to the reverential care of the graves and crypts that have been entrusted to us. The Board must be diligent in our efforts to care for these consecrated areas with devotion, reverence and respect to our Catholic faith.*

**Mailing address:** 507 E. 26<sup>th</sup> Street, Bryan, TX 77803

**Contacts:** Cemetery Office – 822-2721 M-F 8:00am until 5:00pm

Cemetery Representative: Liz Zemanek -979-224-2844 (cell)

Email: LZemanek@suddenlinkmail.com

For Monument Marking and Placement ONLY, contact:

Buddy Zemanek (979) 822-3277 res. or (979) 219-1714 cell

Sam Weido (979) 846-3945 res. or (979) 224-0129 cell

Diane Benbow (979) 775-4009 res. – Old Smetana Cemetery

**REQUIREMENTS:**

- 1. Monument Approval Permit (includes shutters) - (see below).**
- 2. Catholic Depictions – If the monument (includes shutter) engraving has any depictions, then some must be Catholic (see below). Some secular depictions are allowed (see below).**
- 3. Proper Notification (see below).**

**MONUMENT APPROVAL PERMIT:** Our Cemetery has rules for monument type and restricts the type of engravings that can be used. The family must have the artwork for the monument or shutter approved in writing PRIOR TO IT BEING ORDERED. A Monument Approval Permit is attached, which MUST be completed and submitted by the monument company to our Cemetery prior to construction of the monument. ***If the Customer listed on the permit is not the Space Owner, then written permission must be granted by the Space Owner, if living. If not living, then permission must be granted by the heirs of the oldest living generation of the Space Owner.***

**CATHOLIC DEPICTIONS:** Mount Calvary Bryan and Smetana were originally established as Catholic Cemeteries. Therefore, the overall appearance of all monuments, family stones, footstones, military markers and statuary should be Catholic in nature. Old Smetana Cemetery – Mount Calvary was originally established as a Christian community cemetery; therefore, the overall monument should be Christian in appearance.

**PROPER NOTIFICATION:** NOTIFY the Cemetery office or Cemetery Representatives before any action or activity takes place concerning our Cemetery properties regarding monuments, engraving thereon, repairs or additions to existing monuments, including installation. One of the above Cemetery Representatives for Monument Marking and Placement must mark the site for the installation. Contact the above Cemetery Office or Cemetery Representative with any questions before a monument is ordered and constructed to preclude any confusion or violation of the Cemetery Policy.

## MONUMENT AND MAUSOLEUM SHUTTER SIZES AND REQUIREMENTS:

- **Monuments must be traditional or Catholic in style or shape, such as crosses, angels or saints. Not permitted are monuments, carvings, or bas reliefs, including but not limited to, monuments in the shape of benches, states, toys, people, animals, logos, and buildings.**
- **Maximum Height of Monuments or Statues is five feet (60 inches). 60 inches includes the combined total of the foundation, base, die and statuary, if any.**
- **Statuary must be Catholic in nature.**
- **A monument dowel pin is required for any monument exceeding three feet (36 inches) in height.**
- **Monument Size for an Adult Ground Burial (5' x 10') Space: (Adult space sizes vary<sup>3</sup>)**  
Monument Foundation is required.  
Monument Base & Foundation Depth – Maximum of 24 inches.  
Monument Base & Foundation Length – 80% Rule<sup>1</sup>.  
Traditional style<sup>2</sup> vases attached to the monument and made of the same material as the monument are allowed.
- **Monument Size for a Babyland Ground Burial (5' x 5') Space:**  
Babyland monuments in Block 5 must be set flush with the ground (grass level).  
Monument Base & Foundation Depth – Maximum of 12 inches.  
Monument Base & Foundation Length – Maximum of 24 inches.  
No vases or footstones allowed.  
  
Babyland monuments in Block 2 and Block 3 must be baby size in a flat or upright.  
Monument Foundation is required.  
Monument Base & Foundation Depth – Maximum of 24 inches.  
Monument Base Length and Foundation Length – 80% Rule<sup>1</sup>.  
Traditional style<sup>2</sup> vases attached to the monument and made of the same material as the monument are allowed.  
No footstones are allowed.
- **Monument Size for a Cremation Ground Burial (2.5' x 5') Space in Lot 15, Block 5 only:**  
Monument Depth – Maximum of 24 inches.  
Monument Length – 80% Rule<sup>1</sup>.  
Monument Foundation is required.  
Monument must be flat – no bevel or upright markers.  
Monument must be set flush with the ground (grass level).  
Small traditional style<sup>2</sup> vases made of the same material and attached to the monument are allowed.  
No footstones are allowed on a cremation ground burial space.
- **Monument Size for a Pre-Term Section Ground Burial (2.5' x 5') Space:**  
Pre-Term monuments in Block 5 must be set flush with the ground (grass level).  
Monument must be 18" length x 10" Depth x 4" height.  
Monument must have a polished top.  
No vases or footstones are allowed.

- **Footstones, including Military Markers:**

Footstones are Military Markers or Decedent's Markers with the required information of name, date of birth and date of death. No other individual stones, plaques, or markers are allowed in the footstone area.

Footstone Length & Depth – Maximum of 24" length X 12" Depth.

Footstone Foundation is required.

Footstone must be set twelve (12) inches from the bottom edge of the grave.

A single footstone must be centered on the grave and set flush with the ground (grass level).

Two footstones (only in the case of burial stacking) must be side by side and centered on the grave and set flush with the ground (grass level).

No vases, attachments, upright Veteran's markers, or statues are allowed at the foot of the grave.

Military marker emblems are restricted to traditional cross styles and are required.

A Military marker may be used as a headstone, and if used, then no other markers will be allowed on the grave site.

- **Mausoleum Shutters and Niches**

Niches can have only one (1) name and that person's date of birth and death ("required information") inscribed on the shutter.

Double crypts or single crypts with pre-purchased stacked burials can have the required information for two people.

Traditional style<sup>2</sup> vases attached to the shutter are permitted.

Lettering font should be the same as a font already in use at the Mausoleums.

- **Family Stone (one monument, generally with only one surname, designed to mark the family spaces)**

Must be placed on headstone line and centered on number of spaces owned.

Monument Base & Foundation Depth – Maximum of 24 inches.

Monument Base Length – 80% Rule<sup>1</sup>.

Monument Foundation Length – 80% Rule<sup>1</sup>.

Traditional style<sup>2</sup> vases attached to the monument and made of the same material as the monument are allowed.

<sup>1</sup>**80% Rule** – Neither the monument nor foundation can exceed 80% of the space available. For example: If the person owns one (1) adult space the monument cannot exceed 80% of 5 feet in length (48 inches). If the person owns two (2) adult spaces then the monument cannot exceed 80% of 10 feet in length (96 inches).

<sup>2</sup>**Traditional Style** – Traditional style vases include round, square, tapered or fluted shapes and made of the same material as the monument. Mausoleum vase holders must be designed to be permanently attached to a shutter and installed by an approved vendor.

<sup>3</sup>**Adult Space Sizes** – Some spaces sold in the 1950s and 1960s are approximately 4' x 9'. Casket burials with the required outer container require 8 feet of length space. The size of the base of the monument is important because if it is too large, it can prevent a casket burial. Also, there were no walkways provided in some sections of the cemetery, thereby leaving no extra space for error.

## MATERIALS AND FINISHES:

- **Monuments, Military Markers, and Footstones must be made of natural granite or marble and may be adorned by bronze; any plaques affixed thereto may be bronze.**
- **Monuments must have a natural finish. Any lettering or outlines must be in black, white, or gold paint. The Highlight method primarily used for black or dark granite can also be used.**
- **Vases must be made of natural granite, marble, or bronze. They must be traditional in shape (round, square, fluted) and be permanently attached to the monument.**
- **Statues must be made in natural granite, marble, bonded marble (at least 60% marble with balance heated resin), or bronze and must be Catholic in nature.**

## ARTWORK, INSCRIPTIONS AND LETTERING:

- **Monument, Shutter, and date of death inscriptions are required within one (1) year of date of death.**  
**Required Inscriptions, Lettering or Artwork:** Name of deceased, date of birth, date of death, and a Catholic symbol or Holy Scripture are **required** on the front of all monuments and shutters. *It is recommended that the family make monetary provisions with someone for inscribing the date of death on the monument so it can be inscribed within one (1) year of date of death.*

**All Other Inscriptions, Engravings or Artwork:** The majority of wording, pictures, carvings, bas reliefs, laser work, borders, emblems or symbols on the front of a **monument or shutter** must be Catholic in nature, and the remainder may be secular in nature or left blank. The back of the monument may be left blank or the surname of the deceased may be inscribed on the back. Any other inscriptions, artwork or symbols on the back of a monument must adhere to the same rules as that of the front of the monument. Any **secular** artwork must be commonly recognized symbols and emblems approved by the Board.

### Some Examples of Secular images NOT permitted:

- Anti-Catholic, impious or satanic in nature
- Profanity or racial slurs
- Gang symbols or gestures
- Inappropriate epitaph or picture or symbol
- Mythological figures and zodiac signs
- QR symbols
- Federal Trademarks or copyrighted material used without permission

- **Monuments and mausoleum shutter lettering must be purchased through an approved vendor. Contact the Cemetery office or Cemetery representative for a list of the approved vendors.**
- **The Cemetery Board does not allow existing monuments or statuary to be replaced, removed or changed without Board approval. The only exception being the addition of the required information such as date of death, date of birth, and name of deceased.**
- **The Cemetery Board does have consequences for Out of Compliance monuments.**
  - **Some examples of possible consequences:**
    - **Removing the monument from the Cemetery property**
    - **Not allowing a burial to take place until the out of compliance monument is removed**
    - **Removing the monument company from the approved list**

**NOT PERMITTED ON CEMETERY PROPERTIES, INCLUDE BUT NOT LIMITED TO:**

**BENCHES** - nor can they be incorporated into the monument

**CANDLES OR CANDLE HOLDERS** - nor can they be incorporated into the monument

Ledgers

Curbing and borders

Cornerstones

Statues, plaques, or any item placed in a corner or on the gravesite or lot

Monuments that hold the cremated remains of a person

Memorial Grave Markers - no memorial grave markers, monuments, or shutter lettering can be placed in the cemetery as a memorial for a person who is not buried in that burial space.

Decorations

**SIMPLY STATED** – Except for the first week after a funeral, only one flower arrangement is permitted at the head of the grave in a non-breakable container at least six inches above ground that protects the flowers from string trimmers and mowers, OR if a monument is constructed with its own vase(s), then the vase(s) should be used for flowers instead of an additional container or saddle. After one (1) year from date of death, no items will be allowed on the gravesite without a monument.

**CEMETERY REGULATIONS:** All parties are advised that Mount Calvary Catholic Cemetery has strict Policy and Monument requirements. A copy of the Cemetery Regulations (information derived from our Policy manual) is attached. ***Regulation amendments may occur periodically; therefore, monument placement is bound by the Regulations in force at the time of placement. Any items in dispute will be taken before the Cemetery Board at its regular quarterly meeting for a decision.***